

SELECTMEN MEETING MINUTES
TOWN OFFICES COMMUNITY ROOM
25 BRYANTS LANE
MONDAY, SEPTEMBER 12, 2005
6:00 P.M.

Member present: Selectman Jason Booth, Selectman Rich Lemoine, Selectman Kevin O'Connor, Selectwoman Karyn Puleo and Selectwoman Jacqueline Schnackertz.

The meeting was called to order. The Board and staff were introduced.

I. CITIZENS' TIME

The Chair asked if there were any residents not on the agenda who wished to speak this evening. No one came forward.

II. CORRESPONDENCE

Selectman O'Connor read the agenda as posted and the correspondence as submitted.

Motion by Selectman O'Connor to accept the correspondence as read, second by Selectwoman Puleo,
Vote – Unanimous

The Board discussed the results of the Search Committee's interviews. The Search Committee has selected three candidates for the Board of Selectmen to interview. The Board has set aside Thursday, September 22nd for the first round of interviews, Selectwoman Puleo will contact the candidates. Selectman Lemoine asked for copies of the resumes before the weekend. The Board also discussed the advertisement for the Assistant Town Administrator's position. Discussions on whether to wait until the new Administrator is on Board before proceeding, the Board decided to run the ad and have a list of candidates for the new administrator to review. Discussions on the salary range to offer the agreed on \$52,000 to \$59,000 and voted to place the ad.

Motion by Selectman O'Connor to support the salary range of \$52,000 to \$59,000, second by Selectwoman Puleo,
Vote – Unanimous

Motion by Selectwoman Puleo to approve the ad, second by Selectman Booth,
Vote - Unanimous

III. APPOINTMENTS

A. 6:05 P.M. Board of Fire Engineers/Budget

The Chairman of the Board of Fire Engineers and the Fire Chief were in attendance to discuss the Fire Department's budget. The requested amount of \$12,000 is to cover the increase cost of insurance coverage for the fire fighters. The Chief paid the bill from their expense line item and are now seeking reimbursement. The second request is to increase the Department's salary account by \$16,000 to increase coverage over the weekends. There will be future discussions on the Town's ability to provide ambulance service. The Chief mentioned the feasibility study that was done and how the town could benefit from the revenues generated by billing insurance companies would become more efficient than contracting out. The Board thanked the Chair of the Board of Fire Engineers and the Chief for attending and providing the answers the Selectmen were seeking.

B. 6:30 P.M. Automatic Amusement Devices License

Request/Tyngsboro Sport Center Center/Progress Avenue

Mr. Darryl Wickens owner of Tyngsboro Sports Center was in attendance to present his request for 22 automatic amusement devices for the arcade at the sport center. The list of machines was given to the Chief of Police to review all of the serial numbers were in order but the Chief will need to re-inspect when the machines are delivered. The Clerk read the list of machines owned by Patriot Amusements into the record. Hearing no further discussions the Chair entertained motion from the Board.

Motion by Selectwoman Puleo to accept the 22 machines with the Chief re-inspecting when the machines are delivered, second by Selectman O'Connor,
Vote - Unanimous

C. 6:45 P.M. Roller Kingdom/License Addendum/All Night

Skate Request/Middlesex Road

The manager of Roller Kingdom was not in attendance, the Clerk read the letter submitted by the manager requesting their hours of operation be changed to accommodate all night skates. The board had a brief discussion on the all night skate proposal and will send a letter to the manager inviting him to the next Selectmen's meeting to clarify his request.

IV. ACTION/DISCUSSION

A. Approve Common Victualler License Change/Comets/Westford Road

This request has been withdrawn by the applicant.

B. 2-One Day Special License Request/BU/Tyng Road

The Board has received two one day special license requests, the Board reviewed voted to approve the requests.

Motion by Selectwoman Puleo to approve the one day special license request for October 13, 2005 from 5:00 PM to 7:00 PM, second by Selectman Lemoine,
Vote – Unanimous

Motion by Selectwoman Puleo to approve the one day special license request for October 17, 2005 from 5:00 PM to 8:00 PM, second by Selectman Booth,
Vote – Unanimous

C. Increase Mileage Allowance

The Board received correspondence from the Treasurer referencing the increase in mileage reimbursement fee. After a brief discussion the Board voted to support the increase.

Motion by Selectwoman Puleo to upgrade the mileage reimbursement fee to 48 cents effective September 1, 2005, second by Selectman Lemoine,
Vote – 4 in favor 1 recused, 0 opposed the motion does carry.

Selectman O'Connor recused from the discussions and voting on this matter due to a conflict of interest. Mr. O'Connor submits reimbursement vouchers from the Veterans' Office.

D. Abatement Request/Assessors

The Board received correspondence from the Assessor's office to abate the Ruth Norton property accepted by the Town. This will remove it from the tax roles.

Motion by Selectman O'Connor to ask the Assessors to abate the taxes on the Ruth Norton property in the amount of \$566.42, second by Selectwoman Puleo,
Vote – Unanimous

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E. Middlesex Road Sewer Extension Meter Station

The Board received correspondence from the Sewer Commission requesting the use of town own land for an underground metering station. After a brief

discussion the Board voted to allow the Sewer Commission to use the Lots 152-155 and lots 163-168 on Middlesex Road for an underground metering station.

Motion by Selectman Lemoine to allow the Sewer Commission to install an underground metering station on town own lots 152-155 and lots 163-168 on Middlesex Road, second by Selectwoman Puleo,

Vote – 3 in favor 2 abstain 0 opposed the motion does carry.

F. Vote Budget Items

The Board discussed various budget items because the Board is waiting for the results of impact bargaining decided to meet on Wednesday, September 21st at 6:00 PM to finalize and line item requests.

G. Approve Minutes/August 15, 2005

The Board voted to approve the minutes of August 15, 2005.

Motion by Selectwoman Puleo to approve the Minutes of August 15, 2005 as submitted, second by Selectman O'Connor,

Vote – Unanimous

V. ASSISTANT TOWN ADMINISTRATOR'S NOTES

The Assistant Town Administrator was not present at the meeting.

VI. SELECTMEN'S NOTES

The Board wishes Amy luck at her new employ. The Board is looking to reconvene the Master Plan Implementation Committee and to start on the Government Study Committee, the Board thanked Selectwoman Puleo for serving on the Search Committee. The Board having no further business voted to enter into Executive Session to discuss Collective Bargaining.

Motion by Selectwoman Puleo to enter into Executive Session to discuss contract negotiations with non-union personnel and to discuss collective bargaining with union personnel and to return to open session to adjourn, second by Selectman Booth,

Roll Call Vote - Selectman Jason Booth, yes; Selectman Rich Lemoine, yes; Selectman Kevin O'Connor, yes; Selectwoman Karyn Puleo, yes; and Selectwoman Jacqueline Schnackertz, yes.

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The Board entered into Executive Session only to return to open session to adjourn. There was no discussion as there was no information to discuss and vote on at this time.

VII. EXECUTIVE SESSION

A. Contract Negotiations/Non-Union Personnel

B. Impact Bargaining/Union Personnel

Motion by Selectwoman Puleo to exit and to return to open session to adjourn,
second by Selectman O'Connor,
Roll Call Vote - Selectman Jason Booth, yes; Selectman Rich Lemoine, yes;
Selectman Kevin O'Connor, yes; Selectwoman Karyn Puleo yes; and
Selectwoman Jacqueline Schnackertz, yes.

VIII. ADJOURNMENT

Motion by Selectwoman Puleo to adjourn the meeting, second by Selectman
O'Connor,
Vote – Unanimous

The meeting adjourned at 7:55 P.M.

Respectfully submitted,

Therese Gay
Admin Assist.